



Lebanese American University

University Student Assistance Program (USAP)
Grant Number 268-G-00-10-00053-00

QUARTERLY PROGRESS REPORT

(4)

REPORTING PERIOD:

July 2011 – Sep 2011

Mr. Abdo Ghie

SUBMITTED TO:

**UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
(USAID)**

Sep. 23, 2015

Table of Contents

<i>Impact Summary As of September 2011</i>	<i>3</i>
<i>Detailed Progress.....</i>	<i>5</i>
<i>Students Selection and Enrollment</i>	<i>5</i>
<i>Internal LAU Transition</i>	<i>6</i>
<i>Mentors</i>	<i>7</i>
<i>Students Orientation and Registration.....</i>	<i>7</i>
<i>Challenges During this Quarter.....</i>	<i>10</i>
<i>Planned Activities for next Quarter (October to December 2011)</i>	<i>11</i>
<i>Year 1 Work Plan</i>	<i>11</i>
<i>Annexes</i>	<i>13</i>

Impact Summary As of September 2011

Orientation Program and Enrichment Activities									
Provide USAP students with written confirmation of their scholarship & its details	Number of students receiving their confirmation letters	Confirmation letters	52					52	52
Invite students to a special multi-day orientation program given by the USAP director/coordinator/faculty/ and staff and student mentors/orientation leaders	Number of students attending the multi-day orientation program	Number of Students	52					52	52
Monitoring of Students									
Advising students for registration purposes	Number of students advised	Students	52					52	52
Technical & Financial Information to all USAP Students									
Assist in opening bank accounts	Number of students assisted in opening bank accounts	Bank accounts	52					52	52
Provide students with email accounts	Number of Email accounts provided to students	Email accounts	52					52	52
Students sign letters of understanding explaining the conditions of the scholarship & the responsibilities of LAU & the student	Number of Letters of understanding signed	Letters of understanding	52					52	52
Announcement of the Program									
Informing MEHE	MEHE informed	MEHE	1	1					1
Advertising in leading Arabic newspapers	USAP advertised in 3 Arabic newspapers	Number of Advertisement	11	5	6				11
LAU personnel highlighting USAP during their appearances in Lebanese Radio & TV stations	Number of media appearances	Media appearances	2	2					2
LAU Admission officers schedule meetings with public school principals & visit them & present USAP to their students	Number of public high schools visited	Public high schools	200	86	152				238
Admissions officers distribute Admissions & F.A. applications	Number of applications distributed	Brochures & applications	1000	900	70				970
Designing a USAP Brochure									
Develop a USAP brochure	USAP brochure developed	USAP brochure	1	1					1
Distribute the USAP brochure to public high schools throughout Lebanon	USAP brochure distributed	Public high schools	4500	2500	1600				4100
Send electronic copies of the USAP brochure to LAU alumni & friends	USAP brochure sent electronically	LAU alumni & friends	8000	8600					8600
Role of Special Screening Committee									
Screening committee carries out the first screening of students to have a pool of 260 applicants	Number of applicants selected	Students	260				245		Tested: 245 Interviewed:86
Invite the 260 nominated students for tests and interviews	Number of Students are tested and interviewed	Students	260				245		245
Communications Strategy									
Promote USAP award in:									
- LAU Magazine	USAP award promoted	LAU Magazine	1	1					1
- Alumni Bulletin	USAP award promoted	Alumni Bulletin	1	1					1
- President's Report	USAP award promoted	President's Report	1				1		1
- Social Media	USAP award promoted	Social Media	1	1					1

- PI #1: Number of applications = 386

This data measures publicity and recruitment efforts

- PI #2: English proficiency scores

This data determines placement and tutoring

- PI #3: Cumulative GPA – No data yet

Will determine course load and graduation rates

- PI #4: Retention rates – No data yet

A direct measure for the success of USAP

- PI #5: Number of sessions between students and support services = 3

1. USAP Specific Orientation Sep 12, 2011
2. General Students Orientation Sep 13 – Sep 16, 2011
3. USAP Specific workshop Sep 22 & 23, 2011

This data will assist in our advising, counseling, career and placement assessment

- PI #6: Number of leadership development activities – No data yet

It will be necessary to document whether scholarship students are involved in governance, club activities, NGO Fair

- PI #7: Career opportunities – No data yet

This will include data on internships, interviews and employment.

Project Summary

1. Duration: the agreement with USAID started on September 29, 2010 and the project will last until August 31, 2017
2. Objectives: LAU to enroll as of fall 2011, 52 financially needy and academically qualified Lebanese public high school students from across of Lebanon respecting the following:
 - a. Gender diversity
 - b. Obtained a minimum of 12/20 on the Lebanese Baccalaureate official exam.
 - c. Met LAU admission requirements.

Detailed Progress

Students Selection and Enrollment

- Students with test results below LAU admission requirements were eliminated leaving LAU with a pool of 145 students
- Among the 145 applicants LAU called the academically top 96 students for selection and financial aid interviews.
- The aim of the selection interview was to assess applicants' potential leadership skills, community service activities, social engagement and communication skills.
- To facilitate this task a scorecard was developed and students were graded separately by each committee member. Grades were later consolidated and averages calculated.
- Two selection interviewing committees were formed, one in each Campus.
- The aim of the financial aid interview was to assess and confirm the financial status of each applicant.
- Financial aid interviews were led by the Financial Aid Director of every Campus and were done on the same day of the selection interview.
- Both interviews were held during the period from July 6 to July 11 (July 6 and 7 in Beirut; July 6, 7, 8 and 11 in Byblos).
- 80 interviews were conducted. The remaining 16 didn't take place because of a change of mind and/or students didn't get 12/20 on the official Lebanese Baccalaureate.
- Among the 80 interviewed applicants, 71 students made it to the final selection phase by scoring 12/20 on the Lebanese Baccalaureate exam, proving themselves in the selection interview and meeting the financial aid criteria.
- On July 22, LAU completed and finalized its deliberations and selected its targeted 52 students and a waiting list of another 19.
- On the same date 34 applicants were called, congratulated and informed about their selection.
- The remaining 37 students were called and put on hold pending USAID decision on whether there will be a sort of flexibility in the gender/district issue.
- On August 3 LAU received USAID official guidance concerning gender / district requirements.

- Following the latest guidance LAU selected the remaining 18 students and informed them.
- The final 52 selected scholars were split as follows:
 - a. Gender breakdown: 19 males, 33 females
 - b. Campuses split: 31 scholars joined Byblos campus and 21 scholars joined Beirut campus. The split was based on their choice of major and location preference. Note: one scholar who was supposed to join Beirut campus chose due to personal family situation to take his Intensive English courses in Byblos campus and move later to Beirut campus.
 - c. Dorms split: all students joined the dorms except the same scholar above who for a personal family situation decided to stay at home for the first year.
- Between August 24 and August 31 students presented to LAU premises and:
 - a. Signed 2 original copies of the official admission letter (letter of understanding) which included the conditions of admission and the requirements to maintain their scholarship. (1 copy is kept at LAU and the 2nd one was given to the student.
 - b. Signed the anti-terrorism certification. The original copy is kept at LAU.
 - c. Filled dorms application
 - d. Were informed about USAP specific orientation starting Sep 12, 2011
- Dorms were ready to host USAP scholars as of mid. September, scholars joined between mid. September and the start of classes on Sep 26, 2011
- Below are some USAP scholars comments when asked about this opportunity they got and deserved:
 - a. "Sometimes I feel like this can't be happening, it can't be real," from the Al Marj area in the Bekaa, who will study communication arts with a journalism emphasis at LAU Beirut. "When I think about USAP and LAU, I think that dreams really can come true. I look forward to this next phase in my education," the student adds.
 - b. From the Bekaa village of Kablias: "I really didn't believe it when they called and told me I had been selected. A full scholarship to study at LAU? I had to hand the phone over to my family and take a deep breath. Living in Beirut is going to be a whole new world for me, but I'm excited," says the computer science major student.
 - c. "This is going to change my life," a nursing major from the Marjeyoun district in the south. "I'm not sure where the nursing degree will take me, but I hope to work in a top hospital some day."
 - d. From Akkar in the north, will be studying mechanical engineering in Byblos. "I know a degree from LAU will offer good job opportunities after graduation," the student says, adding, "It's a once-in-a-lifetime scholarship program and I'm excited to get the chance to excel at LAU."

Internal LAU Transition

The recruitment and selection phase of the USAP program was owned by the Assistant Vice

President for Student Development and Enrollment Management. Once the 52 scholars were selected the leadership of the program was transitioned to the Outreach and Civic Engagement department. A member of this department was assigned as USAP program coordinator.

Mentors

Right after the 52 scholars selection ten mentors were chosen from among LAU students. These mentors were selected because they demonstrated all or most of the below characteristics:

- Leadership skills, initiative, motivation, and professionalism
- Ability to work effectively in a team environment
- Ability to adapt to new situations
- Troubleshooting and problem solving skills
- Ability to work effectively with diverse populations
- Enthusiasm and a positive attitude
- Pride in LAU!

The role of these mentors will be to:

- Serve as a role models to USAP scholars
- Provide USAP scholars with an in-depth introduction to the university, its functions and the surrounding environment
- Provide encouragement and support to USAP scholars throughout the academic year
- Encourage group interaction
- Integrate USAP scholars in academic and social life of LAU as well as in outreach and civic engagement activities
- Monitor USAP scholars' progress and advise them on issues relating to University life
- Report to the program coordinator on USAP scholars' status and well being

Scholars' mentors are assigned for the entire academic year 2011 – 2012 and are given contracts of 20 hours a month.

Students Orientation and Registration

- A special multi-day Orientation program for the 52 selected students was organized in September 2011. Two types of orientation were planned:
 - a. A specific orientation on Monday September 12, 2011 and Thursday/ Friday September 22 & 23, 2011
 - b. A general orientation during the week of September 13-16 depending on the major and campus.
- Below is a detailed scan for each of the orientation days:
 - a. Monday, September 12, 2011 (Beirut Campus): USAP SPECIFIC ORIENTATION: (Annex 2)

On this day, students received information pertaining to the specifics of their grant as well as their rights and responsibilities towards it. They got introduced to USAID and its programs in Lebanon, their contact people at the university, the Outreach and Civic Engagement unit (OCE) which is in charge of developing their leadership capacities and their wellbeing, as well as got a chance to ask any questions they still have regarding the scholarship and LAU in general. This day was attended by USAID officials. Below was the schedule of the day.

Time	Presentation	Speaker
8:30 - 9:00	Registration (coffee - tea) (distribution of USAP orientation material)	
Introductions		
9:00 - 9:05	Welcome to LAU	VPSDEM
9:05 - 9:15	About LAU	VPSDEM
9:15-9:40	About USAID and its programs	USAID representative
9:40 - 10:00	Admissions Welcoming - how the students were selected & transition to OCE	Recruitment Coordinator – AVPEM
10:00 - 10:30	Welcoming to the OCE, what it means and its activities	USAP Program Director
10:30 - 10:45	Break	
Grant Specifics and Services		
10:45 - 11:15	Grant Specifics: Stipend, bank accounts, contact people etc.	USAP Program Coordinator
	Student services (career guidance, counseling, athletics, clubs etc...)	
11:15 - 11:30	Dorms (pictures, rules and regulations, what's around them, shuttle services etc.)	Dorms Representative
11:30 - 12:00	Q&A about the grant and LAU in general	Panel
12:00 -12:20	Student Mentors (what they do, introductions)	OCE
12:30 - 1:45	Lunch with student mentors in the cafeteria	

This day was covered by media and published in 3 leading Arabic Newspapers (Annex 1)

b. Tuesday September 13 – Friday September 16, 2011:

Depending on their major and campus students attended one of the general orientation days whereby they received the LAU orientation package, and their contract sheets. They were initiated to LAU with a movie, a welcoming address from the Dean of Students and a presentation that included information as to the different services provided by the Dean of Student's Office, Financial Aid, and outreach and civic engagement services. Moreover the day included an online presentation and hands on training on advising and registration procedures, a session on discovering the major and potential related careers, a campus tour and a scavenger hunt that assimilated all the information that is given in orientation in a fun and interactive way.

c. Monday September 19 – Wednesday September 21, 2011:

USAP scholars registered with the help of their mentors.

d. Thursday September 22, 2011 (Byblos Campus) & Friday September 23, 2011(Beirut Campus): (Annex 2)

USAP SPECIFIC ORIENTATION

Students underwent a 2-day workshop that included a series of team building, leadership and group formation exercises. Those 2 days proved to be extremely important when it came to the formation of a coherent group of students, the building of a sense of community as well as the initiation to the culture and skills needed to be part of the LAU community in general and OCE in particular. Students participated alongside their student mentors in

the workshops.

The first day of the workshop was heavily based on improvisational theater games which are rich with team-building and trust-building skills. In this day, students got to know each other better beyond just the names and underwent the process of creating an “ensemble” where they solved problems together and improved their communication skills.

While the second day also focused on group formation and communication, students got exposed during the second half of the day to thinking about their skills, strengths and weaknesses and worked with one another including their mentors to find creative ways in which they can equip themselves with the skills they need to further their leadership potential.

The schedule for the 2 days was as follows:

Day 1:

Time	Activity
9:30 – 10:00	Arrival
10:00 – 1:00	Group formation: trust games and getting to know one another <ul style="list-style-type: none">• Ball• Introductions• 1-minute couples• Greetings• Gift circle• Reflections
1:00 – 2:00	Lunch
2:00 – 5:00	Creating an “ensemble”, problem solving and communication exercises <ul style="list-style-type: none">• 3 things• Enemy –defender• Human spider web• 3 minute stories• Thank you circle• reflections

Day 2:

Time	Activity
9:30 – 10:00	Arrival
10:00 – 1:00	Group work and working as a team: <ul style="list-style-type: none">• Ball• Stop- Go• One word stories• Double listening• Reflections
1:00 – 2:00	Lunch
2:00 – 5:00	Group work – looking at the skills: <ul style="list-style-type: none">• Count Together• Skills Market place: What are the leadership skills that you embody? What do you still need? How can you get them?

	<ul style="list-style-type: none"> • Reflection: Tying the knots together! • Evaluation
--	---

The exit evaluations were very positive. We seem to have been able to reach our objectives to somehow forging one unified group. Students seemed to benefit a lot from the training and really enjoyed the fun manner it was delivered in.

Below are a few quotes from the students on the training:

- *I didn't know that I was going to learn that many things, it was very entertaining and beneficial. Much more than what I expected.*
- *I learned a lot of social skills, and it helped me a lot. I was partially transferred to another new person more productive in society.*
- *We learned a lot from each other, we were like "one soul" reaching "one goal" and we figured out that we cannot succeed alone without communicating with each other.*

Challenges During this Quarter

The main challenge in this quarter remained in districts missing both or a single gender representation which delayed final students' selection and imposed some risks on student's availability. To overcome this issue LAU:

- Called on July 22 all students placed on hold pending USAID guidance on district/gender mix to inform them that they are still on the finalists list and they should hear back from us very soon.
- Called Haigazian University in an initiative to exchange students. This was not possible because Haigazian University had the same challenges as LAU.
- Raised the concern to USAID who revised their original gender / district requirements and issued the below guidance:
 - "The university has to extend efforts in all 26 districts of Lebanon
 - Final selection should consider gender diversity, with a preference for females. Final selection under the program will be based on the following order of priorities:
 - 1- At least one male, one female per district (the university might recruit a larger group than two stunts, and possibly more of less gender diverse); if not, then
 - 2- At least two females per district; if not, then,
 - 3- At least two males per district if not, then,
 - 4- At least one candidate per district irrespective of his/her gender; if not, then,
 - 5- No candidate per targeted district. Universities shall recruit students instead from districts that have similar socio-economic backgrounds to the districts that are not represented under this program. "
- LAU followed above guidance in its final applicant's selection.

Planned Activities for next Quarter (October to December 2011)

- Follow up and check on students' academic wellbeing and assign tutors when needed.
- Advise students who are facing personal problems and social issues to visit the counselor.
- Appoint Academic Coordinator's and Staff Advisors
- Encourage students to enroll in OCE activities including MUN/MAL student clubs,
- Organize workshops on :
 - Basic computer applications
 - Basic study skills that includes college writing, taking notes and a library tour
 - How to keep and maintain a blog

Year 1 Work Plan

Annexes

Annex 1: USAP Specific orientation day in local newspapers



الثلاثاء 20-09-2011 العدد 167

8

"LAU" تطلق برنامج التوجيه لـ 52 طالباً

الخطوة الجديدة في حياتكم هو أن تكونوا قيادة الفد في لبنان، مضيافاً إلى الجامعة اللبنانية الأمريكية، ومن خلال الوكالة الأمريكية للتنمية الدولية، ومن خلال الشعب الأمريكي، توفّر لكم الكثير، وأهم ما في الأمر هو المساواة في الفرص، مستنداً على أن الانتساب إلى LAU ليس مقصراً للفني، إنما هو مقدر للفنان والفنانة، ليعبر والقائد، والأهم، أنه مقدر للمتلعب إلى حياة أفضل، ولتراتب في معرفة فضلى.

وقد شكر مدير البرنامج في الوكالة الأمريكية للتنمية الدولية، تيموثي ألكسندر للشعب الأمريكي، مساعدته في هذا البرنامج الذي تطلق كلفته نحو 1.1 مليون دولار ونصف المليون، وتوجه إلى الطلاب قائلاً: «أنتم تبادون من هذه الخطوة صناعة أنفسكم ومشاريعكم، وأمنكم على اختيار الذي وقع عليكم للانتساب إلى هذا البرنامج» من جهته، أعلن المدير التنفيذي لمكتب التواصل الخارجي والالتزام المدني إيلي سميا أن «جزءاً من هذه

أطلقت الجامعة اللبنانية الأمريكية (LAU)، بمشاركة الوكالة الأمريكية للتنمية الدولية (USAID)، برنامج التوجيه لـ 52 طالباً، في احتفال أقيم في حرم الجامعة في بيروت. وقد اختير الطلاب من مختلف المناطق اللبنانية للانتساب إلى الجامعة، بحيث يحصلون التعليم الجامعي بمنحة دراسية كاملة تتضمن التكاليف التعليمية وكلفة المعيشة والسكن والكتب والتوابع الجامعية المطلوبة حتى يتكتم الشهادة.



الثلاثاء 20-09-2011 العدد 24512

8

منح جامعية لـ 52 طالباً في جامعة LAU تعاوناً مع USAID

إدارة 238 ثانوية رسمية زارها ممثلون للجامعة «محمداً تاجمداً» على الترشح للبرنامج، مشيراً إلى «كثيرين لم يصدقوا ما بلغه، ان 396 ثانياً اختاروا منها 52 بعد اختبارات عدة» رأى المدير التنفيذي لمكتب التواصل الخارجي والالتزام المدني إيلي سميا، أن أهم ما في البرنامج «المساواة في الفرص وطعاماً إلى الانتساب إلى الجامعة اللبنانية الأمريكية لا يقتصر على المختارين مالياً، بل منح للأقوياء والبارعين والقادة أيضاً، والأهم للمتطلعين إلى حياة أفضل والراغبين في معرفة فضلى».

لنولي الرائد جون كينيدي سدة الرئاسة في الولايات المتحدة، علماً أن الأعمام الخمسين شجعت عملاً مشتركاً نابياً - أميركياً، والبرنامج انعكاس لهذه العلاقة، وخارجاً إلى الأمام تعهد في مساعدة الدولة في توفير الدعم العام وفرص اقتصادية لأكثر فقراً، ومساعدة المنظمات غير الحكومية التي تعهد في دعم القدرات المتعددة المساعدة، أما نائب الرئيس المساعد عود غود، فاستدركت الجهود التي بذلت طيلة العام الفات في إطار البرنامج، وتعاون الجامعة والوكالة وزارة التربية والتعليم العالي

البحر وخمسون طالباً وطالبة، تمسوا إلى الجامعة اللبنانية الأمريكية (LAU)، حيث سيمضون سنوات دراسية فطعمها منحة كاملة ضمن برنامج المساعدة الطلابية الجامعية (USAP) التي تطلقها الوكالة الأمريكية للتنمية الدولية (USAID)، تشمل النفقات التعليمية وكلفة المعيشة والسكن والكتب والتوابع الجامعية حتى يلهجهم الشهادة، بقيمة إجمالية تقدر بـ 13.5 مليون دولار. وتقبل الجامعة في أن تدافع الطلاب العدد «رأيتكم في خدمة اسركم ومجتمعناكم ولبنان» كما جاء في كلمة رئيس الجامعة



الثلاثاء 20-09-2011 العدد 4120

8

LAU: ٥٢ منحة دراسية بمشاركة الوكالة الأمريكية للتنمية

الحياة الأكاديمية الجامعية، «أضاف: «يهدف برنامجنا إلى مساعدة الدولة على توفير الخدمة العامة وتوفير فرص اقتصادية لأكثر فقراً، ونسعى لمساعدة المنظمات غير الحكومية التي تعهد في دعم القدرات المتعددة المساعدة، أما نائب الرئيس المساعد عود غود، فاستدركت الجهود التي بذلت طيلة العام الفات في إطار البرنامج، وتعاون الجامعة والوكالة وزارة التربية والتعليم العالي

نظمت الجامعة اللبنانية الأمريكية (LAU) بمشاركة الوكالة الأمريكية للتنمية الدولية (USAID) احتفالاً في حرم الجامعة في بيروت، لإطلاق برنامج التوجيه لـ 52 طالباً، تم اختيارهم من مختلف المناطق اللبنانية، للانتساب إلى الجامعة، لحساب برنامج المساعدة الطلابية الجامعية (USAP) في الوكالة، بحيث يحصلون التعليم الجامعي بمنحة دراسية كاملة تتضمن النفقات التعليمية وكلفة المعيشة والسكن والتوابع الجامعية المطلوبة حتى يلهجهم الشهادة.

خلال «الوكالة الأمريكية للتنمية الدولية»، ووضعنا خطة دعم للطلاب غير المقتدرين مالياً لتابعه تعليمهم الجامعي، ووزنا ٢٣٨ ثانوية والتقينا طلابها وشجعناهم على الترشح للبرنامج، بعد أن وضعنا كتيبات وملصقات خاصة وتوضيحية وزعناها على كل المدارس والبلديات، وتلقينا ٣٨٦ طلباً، ودرسناها بعناية لأن المطلوب فقط ٥٢، وأخضعناهم لامتحان لاختيار ٥٢. وتحدث سميا فقال: «إن جزءاً من هذه الخطوة الجديدة في حياتكم هو أن تكونوا قادة الفد في لبنان. إن الجامعة اللبنانية الأمريكية، ومن خلال «الوكالة الأمريكية للتنمية الدولية»، ومن خلال الشعب الأمريكي، توفّر لكم الكثير، وأهم ما في الأمر هو المساواة في الفرص».

حضر الاحتفال نائب رئيس الجامعة لشؤون الطلاب إليز سالم، نائب الرئيس المساعد عود غود، المدير التنفيذي لمكتب التواصل الخارجي والالتزام المدني إيلي سميا، وعميدة كلية التمريض الدكتورة نانسي هوفارت وعميدا الطلاب رائد محسن ومارس سمعان، وحضر عن الوكالة الأمريكية للتنمية الدولية مدير البرنامج تيموثي ألكسندر وماريو ريبينز. وألقى ألكسندر كلمة شكر فيها الشعب الأمريكي على مساعدته في هذا البرنامج الذي تبلغ كلفته حوالي ١٣ مليوناً ونصف المليون دولار. وقال: «تم اختيار هؤلاء الطلاب للتخصص الجامعي في مجالات الهندسة والتعليم وإدارة الأعمال والتغذية وعلم الكمبيوتر والتواصل والتمريض، في ٢٦ أيلول ستبدأ

Annex 2: USAP Specific Orientation Workshop on Sep 22 & 23

